Bid Number 50-00132814

ONE-TIME PURCHASE OF ALL STATIONARY EMERGENCY STANDBY FLOOD CONTROL PUMPING EQUIPMENT FOR THE LAFITTE AREA FOR THE JEFFERSON PARISH DEPARTMENT OF DRAINAGE

BID DUE: December 10, 2020 at 2:00 PM

ATTENTION VENDORS!!!

Please review all pages and respond accordingly, complying with all provisions in the technical specifications and Jefferson Parish Instructions for Bidders and General Terms and Conditions. All bids must be received in the Purchasing Department by the bid due date and time.

Jefferson Parish Purchasing Department
200 Derbigny Street
General Government Building, Suite 4400
Gretna, LA 70053
Buyer Name: Melissa Ovalle
Buyer Email: movalle@jeffparish.net
Buyer Phone: (504) 364-2687

JEFFERSON PARISH
DEPARTMENT OF PURCHASING

CYNTHIA LEE SHENG
PARISH PRESIDENT

RENNY SIMNO
DIRECTOR

September 2020

Changes to Jefferson Parish Bidding Information

The Jefferson Parish Purchasing Department would like to make vendors aware of the following changes:

Total Bid Price Must Include the Cost of Naming Jefferson Parish as Additional Insured: Bidder acknowledges that Bidder recovered the cost of any required insurance in the contract price as required by La.R.S. 9:2780.1 and that Bidder recovered any such cost for the purposes of insuring an obligation to indemnify Jefferson Parish, defend Jefferson Parish, or hold Jefferson Parish harmless and that Bidder's indemnity liability is limited to the amount of the proceeds that are payable under the insurance policy or policies that Bidder has obtained.

Electronic Procurement: Beginning November 1, 2020, Jefferson Parish will no longer accept manual bid submissions; and will only accept bid submissions electronically via our e-Procurement system, Central Bidding. Central Bidding can be accessed by visiting either www.centralbidding.com or www.jeffparishbids.net. All bidders will be required to register with Central Bidding. Jefferson Parish vendors are able to register for free by accessing the following link: https://www.centralauctionhouse.com/registration.php.

Probable Construction Cost: Per Jefferson Parish Administrative Policy, the probable construction cost is not revealed in the Jefferson Parish Bidding Documents. Jefferson Parish Administrative Policy has changed and a range of the probable construction cost will be stated in the Jefferson Parish bidding document, entitled Important Notice to All Bidders – Bid Requirements. Per Louisiana Public Bid Law, the probable construction cost will be read at the bid opening.

Insurance Requirement: All bidders must provide proof of valid insurance in the required amounts as stated in the Standard Insurance Requirements for bidding purposes. Failure to provide the proof of valid insurance in all of the required coverage amounts will result in bid rejection.

GENERAL GOVERNMENT BLDG. – 200 DERBIGNY ST., SUITE 4400, GRETNA, LA 70053
OFFICE 504.364.2678

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LAFITTE PUMP BID PACKAGE

PART 1 – GENERAL

1.1 DESCRIPTION:

This bid shall consist of providing all stationary emergency standby flood control pumping equipment including the hydraulic driven axial flow pumps, drive units, and all piping, appurtenances and mechanical system as specified herein.

Vendor shall furnish an axial flow propeller, drive unit, and controls. It shall include three (3) 16" packages and three (3) 24" packages. Preferred pump and skid package shall be electric-diesel drive unit Model Number 2000 and 2400 series with single stage water pump models HAC316 and HAC324 by MWI Corporation, 33 Northwest Eller Street, Deerfield Beach, FL, 33441, or ***approved*** equal and in accordance with this bid. Preferred instrumentation and controls shall be by Prime Controls LP, 110 Phlox Ave b, Metairie, LA 70001, or ***approved*** equal and in accordance with this bid. Any substitution to the specifications shall be submitted with the bid package outlined in section 2.2.

1.2 DELIVERY

Freight shall be included in base bid and shall be delivered to the Ames pump station warehouse at 5100 Rochester Drive, Marrero, LA 70072. All deliveries shall be made during operating hours between 7:00 AM and 3:00 PM Monday through Friday. Deliveries will not be accepted during Jefferson parish holidays. Vendor shall notify Drainage Department two (2) weeks prior to delivery. Total delivery time starting from the date the vendor receives the purchase order shall not exceed one hundred eighty (180) calendar days.

PART 2 – PUMP AND SKID PACKAGE

2.1 QUALITY ASSURANCE:

A. The pumping equipment to be supplied in the section will be the product of one manufacturer regularly engaged in the production of electric/diesel, variable speed hydraulic systems and specialties. The manufacturer will be ISO 9001-2015 certified and be the owner of the facility where these units will be produced and must have a minimum of 5 similar installation which have been continuously operating for not less than 5 years. The test facility must be located inside the continental US.

B. The equipment furnished shall be fabricated, assembled, erected, tested, and delivered in full conformity with approved drawings, specifications, engineering data, and/or

recommendations furnished by the equipment manufacturer. Pump construction shall conform to the minimum requirements of the applicable Hydraulic Institute standards.

2.2 SUBMITTALS:

A. **Bidders shall submit the following submittals for the pump and skid package. Failure to submit with bid submission will result in bid being deemed non-responsive and rejected.**

Bidders shall submit with bid submission the following:

1. **Shop Drawings (including main layout drawings, list of equipment specifications, and recommendations furnished by the equipment manufacturer).**
2. **Pump "Bill of Materials" of the unit's construction, cutaway drawings, and dimensions as offered to confirm compliance with the specifications.**
3. **Control panel drawings.**
4. **One hydraulic circuit schematic for the entire pumping system.**
5. **As-Built Drawings of the pump and accessories (as is applicable).**
6. **List of Spare Parts and Special Tools (if applicable).**
7. **One certified copy of installation and operation manuals for permanent pump systems.**
8. **Certified pump curve with points selected for all design conditions in section 2.6.**

2.3 GENERAL PUMP PACKAGE DESIGN

A. Each pump package shall have an electric-diesel drive unit (specified herein). The electric motor shall be the prime mover with the diesel engine as the backup. In the event of a power failure, the diesel engine will start automatically. When power resumes the diesel engine shall enter a shut-down routine and after the diesel engine stops, the electric motor will automatically start if the pump is being called for. In the event of electrical panel failure, the controls for the diesel unit shall be arranged to start either automatically from an emergency high level ball float, a level sensing signal, or selected to manually operate.

B. A variable displacement hydraulic piston pump shall be used to control the water pump speed. This configuration shall allow the prime mover (either the diesel engine or electric motor) to operate at a fixed optimum speed to utilize horsepower available. Hydraulic pump displacement (stroke) shall be controlled automatically (or manually through operator controls) based on the owners 4-20mA input signal from a level transducer.

C. Utilizing variable displacement hydraulics on both the electric motor and diesel engine

configuration allows component crossover.

2.4 SKID ASSEMBLY AND WIRING

A. Construction shall include a fabricated steel base with lifting eyes and skid assembly and shall support all components during shipping and also serve as the installation mounting base. The dimensions of each base for the 16" pumps shall not exceed 88" X 136", and 180" X 76" for the 24" pump skid package.

B. The complete pump assembly and skid package shall be coated inside and outside using standards SSPC-SP10 / (Near-White Blast cleaning), a zinc coating primer, followed by an industrial strength epoxy primer with a polyurethane top coat.

1. Sherwin Williams Macropoxy 646 with an Acrolon 218 polyurethane as per manufacturer's recommendation or approved equal.

2.5 DESIGN DATA

A. The Pump design criteria is listed below in Table 1 and Table 2.

Table 1: HAC16 Pump Design Data

HAC16	
ITEM	**DESIGN CONDITION**
Design Condition at Rated Speed	
Flow (GPM)	4000
Bowl TDH* (Feet)	10
Pump Rated Speed (RPM)	700
Required Condition 2 at Rated Speed	
Flow (GPM)	8000
Bowl TDH* (Feet)	12.3
Pump Rated Speed (RPM)	1000
Required Condition 3 at Rated Speed	
Flow (GPM)	9500
Bowl TDH* (Feet)	9
Pump Rated Speed (RPM)	1100
Required Condition 4 at Rated Speed	
Flow (GPM)	8700
Bowl TDH* (Feet)	14
Pump Rated Speed (RPM)	1100
Diesel Engine to be Supplied (HP)	100
Motor to be Supplied (HP)	75
Number of Pumps	3
Maximum Rated Pump Speed (RPM)	1100
Minimum Rated Pump Speed (RPM)	700
Column and Discharge Size (Inches)	16"
Suction Bell Thickness	3/16"
Pump Bowl Thickness	3/8"
Hydraulic Motor housing thickness	3/16"

Table 2: HAC24 Pump Design Data

HAC24	
ITEM	DESIGN CONDITION
Design Condition at Rated Speed	
Flow (GPM)	8000
Bowl TDH* (Feet)	9.8
Pump Rated Speed (RPM)	450
Required Condition 2 at Rated Speed	
Flow (GPM)	18000
Bowl TDH* (Feet)	11
Pump Rated Speed (RPM)	650
Required Condition 3 at Rated Speed	
Flow (GPM)	20500
Bowl TDH* (Feet)	8
Pump Rated Speed (RPM)	700
Required Condition 4 at Rated Speed	
Flow (GPM)	18000
Bowl TDH* (Feet)	14
Pump Rated Speed (RPM)	700
Diesel Engine to be Supplied (HP)	150
Motor to be Supplied (HP)	150
Number of Pumps	2
Maximum Rated Pump Speed (RPM)	700
Minimum Rated Pump Speed (RPM)	450
Column and Discharge Size (Inches)	24"
Suction Bell Thickness	3/16"
Pump Bowl Thickness	1/2"
Hydraulic Motor housing thickness	1/4"

B. Recommended minimum submergence level for pump starting measured from the surface of the intake bell inlet flange to water level datum} shall not exceed 56" for models HAC324 or approved equal.

2.6 WATER PUMP HYDRAULIC DRIVE UNIT MATERIAL AND DESIGN

The water pumps to be furnished under this specification shall be hydraulically driven} axial flow propeller} vane type motor} completely submersible with propeller bowl assembly} hydraulic motor assembly} suction bell assembly and discharge tube.

1. SUCTION BELL - The suction bell assemblies shall be manufactured from alloy steel} 3/16" and ¼" (depending on the pump size) thick and conforming to ASTM A242} and shall have a maximum inlet diameter of 1.5 times the propeller diameter or compliant with Hydraulic Institute 1998. The inlet bell shall be constructed to minimize vortex formation by maintaining equal pressures and velocities across the entrance. Bars shall be placed across the bell mouth to prevent entrance of large sticks} logs or debris. Inlet bell face shall be parallel to the water surface regardless of the angle of installation.

2. PUMP BOWL- The propeller bowl assemblies section shall be a single stage, shop assembled unit consisting of a venturi housing, stainless steel liner, propeller shaft, bearings and stainless steel propeller blades. The venturi housing shall be manufactured from 3/8" and ½" (depending on the pump size) thick alloy steel conforming to ASTMA242 and shall be fitted with a machined} removable housing liner of 300 series stainless steel of not less than 3/16" thickness and a liner length of not less than the pitch length of the propeller.

3. PROPELLER and SHAFT - The pump propeller blades shall be manufactured using ASTM A304 stainless steel. The propeller shall be balanced and secured firmly to the taper shaft with alignment key and locknut. The propeller shaft shall be machined from solid stainless steel bar stock and shall conform to ASME Code for transmission shafting to transmit full load torque and shall have additional safety factor for shock loads.

4. BEARINGS - The propeller shaft shall be supported and contained in place by three multiple angular contact bearings. The shaft bearings shall be designed for an L10 life of 50,000 hours and lubricated by low pressure hydraulic oil. The propeller shaft and bearing assembly shall be contained in a machined bearing housing centrally supported by flow straightening vanes in the propeller bowl assembly and shall be protected against sand particle intrusion. The bearings shall be designed to accept thrust in either direction. A non-reverse rotation mechanism will be included.

5. HYDRAULIC MOTOR- The hydraulic motor assembly section shall consist of the assembly housing, hydraulic motor, and propeller shaft coupling and inlet and outlet port pipe connections. The assembly housing shall be manufactured from 1/4" thick alloy steel conforming to ASTM A242. The housing assembly shall have the water pump shaft and hydraulic motor connected with a spline connection. The hydraulic motor, bearings, shaft and coupling shall be enclosed and sealed to permit totally submerged operation in any position. The hydraulic motor shall be provided with inlet and outlet pipes extending from hydraulic motor through the assembly housing and terminate with quick coupling connections. The hydraulic motor shall be mounted on the discharge side of the propeller as to minimize NPSH requirements, avoid clogging of the intake and induce more efficient oil cooling. Suction side installations shall not be permitted.

6. FLANGES – All pump flanges shall be ANSI B15.1 Class 125 pattern.

2.7 ELECTRIC/DIESEL DRIVE UNIT REQUIREMENTS

A. Diesel engines shall be Tier 3 John Deere or Deutz diesel engines unit or equal, of 100, and 150 HP at 1800 rpm continuous duty rating. The units shall be fully equipped with radiator (if required),12 volt starting system, batteries and cable, safety shutdown switches (to include but not limited to: low oil pressure, high temperature, low oil level, high amps, etc.) and exhaust system with residential type muffler or sound attenuating system. All engines shall come with 24 volt starters.

B. Power unit shall be factory assembled and skid mounted. Hydraulic equipment shall include but not be limited to a full flow oil filter, adjustable pressure relief valves at each pump outlet, pressure and temperature gauges, quick connect couplings and safety shutdown controls for low oil pressure and high oil temperature. All systems shall be assembled, piped and tested prior to delivery to the site.

C. A fuel storage day tank shall be included as an integral part of the mounting skid. The tanks shall be 100 gallons for the 16" skid packages mounted vertical on top of the skid. The 24" skid packages tanks shall be 200 gallons mounted vertical on top of the skid. Fuel tanks shall be constructed per UL 142 and labeled as such. All tanks shall have two spare NPT ports with caps in addition to all vents and UL required instrumentation.

D. Control Continuous Level Transmitter (Fuel Tanks): Shall have a total of two float switches and one continuous monitor level transmitter. The upper and lower switch floats will be independent high low signals, while the middle continuous monitor float will transmit the control level. The 4-20 mA sensor operates on a loop power or a separate power supply of 10-30 VDC. The sensor will provide a linear output between 4-20mA across the measuring range. When the float is at the bottom of the measuring range (furthest away from the fitting) the signal output will be 4 mA. As the float moves closer to the fitting, the mA output will increase until it reaches the top of the measuring range, providing a 20 mA signal. The mA signal will change every 1/4" of float movement. The mA value will change with every 1/4" of float movement. The value of mA change per 1/4" of float movement equals 4 divided by total measuring range inches. Basis of Design is FPI Sensors international 4-20 mA continuous level transmitter.

E. All required fittings, gauges and piping shall be supplied and installed as necessary to provide proper tie-in of fuel supply and return lines.

F. Engines shall have electronic type governor for units 100HP and over, and mechanical type governor for smaller units.

G. Engine shall have variable speed throttle control while set in auto.

H. An instrument panel shall be provided in the enclosure and mounted on rubber isolators. See section 2.12.

I. Electric motors shall be installed on the power unit and shall be the same BHP as the diesel listed above. The electric motors shall be a horizontal, foot-mounted, TEFC, 460 volt, 3-phase, 60 Hertz and shall be wound for reduced voltage starting and have a 1.15 SF. Each electric motor will come with a reduced voltage starter mounted on the skid.

J. A SENS NRG battery charger (C/N NRG22-10-RCLS) is to be provided and mounted on the skid, next to the diesel engine batteries. Battery charger input is to be connected to fused terminal blocks (blown fuse indicating type) in the MEJB. Battery charger output cables are to be provided for connection to the battery bank. Battery charger shall include NEMA 3R housing with remote temperature comp sensor. Panel shall provide designated IO in appendix 1 to the pump control panel listed in section 3 of this specifications.

2.8 HYRDRAULIC SYTEM

A. The hydraulic pump shall be variable displacement hydraulic piston pump capable of continuous operation.
B. A hydraulic system monitoring device to allow diagnosing hydraulic system behavior even while pump is still submerged shall also be included.
C. The drive system shall include a "clutch" starting system which allows the prime mover to start under a no-load condition and gradually engage the load over a 3 to 5 second time period. The "clutch" system shall be used to gradually disengage the load prior to shut off of the prime mover. An automatic system option is included.
D. Sufficient hydraulic oil cooling capacity shall be provided to sustain direct sunlight radiation as well as ambient temperatures up to 122°F (50°C).
E. Pumping units shall be open loop hydraulic circuit with system with a pilot operated relief valve to protect the system from over pressure.
F. Each hydraulic system shall be fitted with a suction strainer and a return filter to insure a supply of clean oil.

2.9 HYDRAULIC PANEL

A. Operator Interface

1. In manual operation the operator's hydraulic panel shall include the following:
2. System Failure Annunciator 1 - Low Hydraulic Oil Level
3. System Failure Annunciator 2 - High Hydraulic Vacuum Diesel
4. System Failure Annunciator 3 - High Hydraulic Vacuum Motor
5. System Failure Annunciator 4 - High Hydraulic Oil Temperature
6. Hydraulic System Pressure Gauge
7. Hydraulic Vacuum 1 Variable Diesel Gauge
8. Hydraulic Vacuum 2 Fixed Diesel Gauge
9. Hydraulic Vacuum 1 Variable Motor Gauge
10. Hydraulic Vacuum 2 Fixed Motor Gauge
11. Hydraulic Oil Temperature Gauge
12. Hydraulic System Loading Solenoid Valve (fail closed – always pump if fail)

B. Alarms and shutdowns

1. The following alarms shall shut down the prime mover.
2. Low oil level in hydraulic reservoir

3. High hydraulic system temperature
4. High hydraulic pump suction vacuum
5. Diesel engine high coolant temp
6. Diesel engine low oil shutdown

2.10 MOTOR STARTER PANEL

A. Each unit shall come equipped with features
   1. Solid State Reduced Voltage / Standard duty soft starter combination - Circuit Breaker Disconnect for Short Circuit Protection Starter Rated for 100 and 150 HP- 115% Continuous Rated, Calculated FLA 350% for 30 Seconds. MX2 Control Technology with Electronic OL, Metering & Motor Protection, and Modbus RTU Communications Rated for use in 40C Ambient. NEMA Type 3R Free Standard Enclosure.
   2. Control Power by Benshaw
   3. Phase Monitor Circuit with Time Delay on Power-Up I Return of Power
   4. Door Mounted MX2 Keypad Display (Keypad Start & Stop Disabled).
   5. Door Mounted H-0-A Switch.
   6. H = Start / Stop by local door mounted push buttons.
   7. 0 = Off, Starter will not run from local or remote control.
   8. A= Auto (Remote) Start from customer remote contact.
   9. Start Pushbutton.
   10. Stop Pushbutton.
   11. Pilot Light Green - Run Light.
   12. Pilot Light Red- Fault Light.
   13. Digital Input (120 V High) Programmed for low oil level shutdown contacts.
   14. Cable Entry I Exit - Top Entry I Bottom Exit.
   15. Panel shall provide designated IO in appendix 1 to the pump control panel listed in section 3 of this specifications.

2.11 DIESEL ENGINE PANEL

A. Basis of Design: Controls Inc C Series Panels or approved equal. Each unit shall come equipped with features
   1. Panel shall have variable speed throttle control.
   2. Engine shall have safety shutdown switches for low oil pressure and high water temperature.
   3. An instrument panel shall be provided in the enclosure and mounted on rubber isolators.
   4. Instrument panel shall contain the following instrumentation and controls: key switch, tachometer, hour meter, oil pressure gauge, water temperature gauge, charge indicator lamp.
   5. Panel shall provide designated IO in appendix 1 to the pump control panel listed in section 3 of this specifications.

2.12 SKID PACKAGE, ACCESSORIES, AND FUNCTIONS

A. Lifting Lugs

1. Furnish major pump components with lifting lugs or eye bolts to facilitate handling. Design and arrange lugs or bolts to allow safe handling of pump components singly or collectively as required during shipping, installation, and maintenance.

B. Nameplate

1. The pump shall be identified by means of a loose, separate name-plate. The plate shall bear the manufacturer's name, model designation, serial number if applicable, and other pertinent information such as horsepower, speed, capacity, type, direction of rotation, etc. The plate shall be made of corrosion-resisting metal with raised or depressed lettering and contrasting background.

2.13 SPARE PARTS

A. The vendor shall furnish one spare hydraulic oil filter for each unit.
B. The vendor shall furnish and install all required lubrication oil and grease for package unit field testing upon delivery.
C. The vendor shall furnish one spare set of oil filters, fuel filters, and air filters for each unit.
D. One 24" Hydraulic pump – Variable
E. One 24" Stroke control proportional amplifier
F. One 24" Hydraulic pump – Gear – Stroke Control
G. One 16" Hydraulic pump – Variable
H. One 16" Stroke control proportional amplifier
I. One 16" Hydraulic pump – Gear – Stroke Control

2.14 HYDRAULIC PIPE AND HOSE

A. Hydraulic lines connecting the power unit to the pumping unit shall be a combination of black steel pipe and reinforced hose and shall be installed in accordance with specifications. Supply pipe shall be ASTM A106, Schedule 80 seamless black steel pipe, and return pipes shall be ASTM A106, Schedule 40 seamless black steel pipe. All hydraulic pipe shall be pickled, oiled and plugged (P.O.P.). All reinforced supply hose shall be double wire braid reinforcement and shall have minimum safe working pressure of four times the working pressure or 2500 psi, whichever is higher. All pipe fittings shall be socket weld type (with socket weld to thread fittings at conversion point of pipe to reinforced hose). Quick connect couplings shall be provided at connection points of drive unit and water pump. Both supply and return piping shall be of adequate size to supplyhydraulic fluid so that pump meets required flow. Hydraulic oil internal velocities shall not exceed 15 fps. Hose lengths shall be determined with the drainage department and shall not exceed 50 feet in length before delivery.

PART 3 – INSTRUMENTATION AND CONTROLS

3.1 SUMMARY

A. This Section includes control and monitoring equipment incorporated in a Station Control Panel which will interface with one electric/diesel drive skid to provide supervision of the drive system as well as other related station parameters. The vendor shall furnish, install, and place into service a Station Control Panel to perform the specified monitoring, communications, alarm, and control functions specified below. The Station Control Panel shall be pre-configured for local monitoring and automatic control of the pumps on the electric/diesel drive skid and remote monitoring and control through the OWNER's Supervisory Control and Data Acquisition (SCADA) System as described in the summary of work. All panels shall be mounted on the pump skid package and utilized during system testing at the manufactures facility.

B. General

The control system for the drainage station shall be comprised of multiple components, some providing control functions and others providing only supervision of non-essential parameters. Furnishing of the control system, at a minimum shall be by the pumping system manufacturer, as it a requirement of these documents for the pump driver skid local controls be furnished by the drainage pump manufacturer; however, it is permitted and expected for a local controls system Vendor to construct the actual Station Control Panel. The Station control panel shall primarily include automation low voltage power, automation/communication PLC/s, input/output modules, terminal strips, SCADA radio, and numerous exterior panel display and electronic or electromechanical input devices. The Control System shall also include various remote switches or measurement instruments, all of which shall be described in this Section.

It is the intent of these Specifications that the Vendor furnish and install a fully functioning Local Control System providing both local pump control and monitoring. The Station Control Panel shall include equipment required for local pump control and monitoring along with pre-configured communications equipment necessary to remotely monitor and control the pumps at the station through the Jefferson Parish VTSCADA System, all the while meeting the requirements of Jefferson Parish Drainage Operation Department of Jefferson Parish SCADA Division.

3.2 REFERENCE SPECIFICATIONS, CODES, AND STANDARDS

Without limiting the generality of other requirements of these Specifications, all items specified herein shall conform to or exceed the applicable requirements of the referenced documents to the extent that the requirements therein are not in conflict with the provisions of this section; provided, that where such documents have been adopted as a code or ordinance by the public agency having jurisdiction, such code or ordinance shall precedence

3.3 ACTION SUBMITTALS

Successful bidder shall submit the following after testing is completed at manufacturer's facility,

prior to delivery.

A. Shop Drawings: The Vendor shall submit to the Parish shop drawings of all equipment before fabrication. All drawings provided shall be produced using PC based drawing program compatible with Jefferson Parish computers. All shop drawings shall be checked by the vendor before submittal for review by the Parish. These drawings and data shall be submitted as a complete package at one time (except allowed early submittals on major equipment and long lead delivery items) and shall include:

- Complete systems diagrams.
- Drawings shall show definitive wiring interconnection diagrams. These diagrams shall show and identify each component of each system. These diagrams shall be prepared in accordance with ANSI/ISA S.5.4
- Data sheets shall be included for each component together with a technical product brochure or bulletin. These data shall show: The component name as used on project drawings and in these Specifications, manufacturer's model number or other identifying product designation, the project site to which it applies, input and output characteristics, functional and operational descriptions sufficient to show conformance to the specification requirements, requirements for electric power, specifications for ambient operating conditions, and details on materials of construction.
- Arrangement and construction drawings for the Station Control Panel shall show dimensions, identification of all components, preparation and finish data, nameplates, and the like.
- Any and all modifications made to existing measurement and control circuits, equipment, and wiring shall be shown on the SCADA site wiring diagrams.
- Complete and detailed bill of materials.

B. Technical Manuals: The Vendor shall furnish a complete set of manuals describing the operations and maintenance requirements of the complete PLC. The operations manuals shall describe each feature and function of the system in a step by step tutorial fashion. The maintenance manuals shall include complete system trouble-shooting guides and explain fully the use and application of diagnostic programs, as well as all relevant manufacturer's maintenance and calibration instruction sheets. All manuals written for this contract shall be produced using the word processing program furnished with the system software or Word Version 6. To allow for different levels of use and area of application, separate manuals shall be furnished as follows:

1. Maintenance Manual - Instrumentation: This manual shall provide complete information for the maintenance, repair, replacement, calibration, etc. for all of the instrumentation furnished under this contract. This shall include the final settings and calibration point

records developed during the checkout calibration of the system.

2. Maintenance Manual- PLCs/Interfaces: This manual shall provide complete information for the maintenance, repair, replacement, calibration etc. for all the PLCs and interfaces furnished under this contract. This shall include the final settings and calibration point records developed during the checkout complete instructions in the use of diagnostic programs for trouble shooting these units to the circuit card level, as well as instructions in loading application programs, system resets, initialization, etc.

3. Maintenance Manual- Radios: This manual shall provide complete information for the maintenance, repair, replacement, calibration, etc. for all of the radio equipment furnished under this contract. This shall include complete instructions in the use of testing and diagnostic programs for the radio system.

C. Quality Control Test Procedures and Forms: The Vendor shall submit a complete set of test procedures and forms that will be used in conjunction with the quality assurance program as specified herein.

3.4 QUALITY ASSURANCE

A. Factory Tests: Prior to installation, the complete system, including peripherals and communication equipment of the PLCs, shall be assembled, connected, and all software loaded for a full functional test of the integrated system. Test procedures shall be developed by the system supplier to show that the integrated system hardware and software is fully operational. All system and pump tests shall be performed using the systems specified control panel. Temporary controls shall not be utilized when performing pump curves and tests.

B. Installation Supervision: The system supplier shall furnish services and technical information as necessary to insure that the equipment furnished by supplier is installed in a proper and satisfactory manner. These services shall include, but not be limited to, providing the Parish with information and direction prior to commencement of the equipment, periodic inspection during the construction period, answering of all questions regarding the installation and hookup, a complete check of the completed installation and hookup, and a complete check of the completed installation to insure that it is in conformance with bid specifications.

C. Calibration: The system supplier shall furnish the services of a trained technician to perform a complete system calibration. This shall provide that those components having adjustable features are set for the specific conditions and applications, and that the components and systems are within the specified limits of accuracy. Defective elements which cannot achieve proper calibration or accuracy, either individually or within the system or subsystem, shall be replaced. A complete record of the calibration checks and adjustments shall be made and delivered to the Parish upon completion of the system calibration.

3.5 PROGRAMMABLE LOGIC CONTROLLERS (PLC)

SCADAPack 357 Controllers shall be furnished and installed in the Station Control panel. Unit shall provide pump control decision processes and also collect and transfer data collected from the station instrumentation via data transfer to the Control Radio System. All required analog and digital input and output modules shall be designed for use with the SCADAPack controller. Station Control Panel DC power source shall be provided via the diesel engine battery bank.

PLC shall be able to communicate over a Modbus network. The ambient temperature shall be rated for 0° to 55° C (0 to 131 F). The PLC shall have enough I/O for the entire project with 20% spare I/O.

Communications shall be accomplished through one of the following options:

- Modbus RTU
- Modbus/TPC

3.6 RADIO SYSTEM

General: The radio shall be furnished/installed in the pump control panel and connected to the pump controller communications output port. The existing Jefferson Parish SCADA radio system operates on 4 adjacent 12.5 KHz channel splits in the 928-952 MHz band. The central station transceivers operate through antennas at the communications tower on Belle Terre Road in Marrero, Louisiana. The radios shall meet all of FCC part 94 out-of-band emission requirements and shall be capable of transmitting data at 9600 baud, operating half duplex. The radio shall also be capable of communicating with the Jefferson Parish VTSCADA system via a cellular connection.

Frequency Plan: Jefferson Parish has FCC licenses to operate four point-to-multipoint radio systems on 12.5 KHz channels in the Power Radio Service on the frequencies shown below:

Master Transmitter North	952.45625 MHz
Master Transmitter South	952.48125 MHz
Master Transmitter East	952.49375 MHz
Master Transmitter West	952.46875 MHz

Remote Transmitters North	928.45625 MHz
Remote Transmitters South	928.48125 MHz
Remote Transmitters East	928.48125 MHz
Remote Transmitters West	928.46875 MHz

The R.F. equipment furnished under these specifications shall meet or exceed all current FCC requirements for point-to-multipoint radio systems and shall also meet or exceed the following minimum specifications. The R.F. equipment shall be capable of operation on the above listed adjacent 12.5 KHz channels without degradation.

The R.F. transmitters shall be directly frequency modulated by a built-in digital modem from the digital data stream furnished by the Pump Controller. The R.F. receivers shall provide a digital data stream to the Pump Controller.

Power Output (at duplex output)+39.0

Dbm Frequency Stability	1.5 PPM
Modulation Deviation +3.0 KHz	
Duty Cycle	Continuous

Receivers:

Receiver Sensitivity (10 to -6 BERT)	-106
Dbm Frequency Stability	1.5 PPM
Modulation Acceptance	+3.0 KHz

The radio assembly for each site shall consist of a nonprotected transmitter, receiver, power supply and digital modem capable of operating in the 928 to 952 MHz band. Each assembly shall be capable of transmitting and receiving digital data at a rate of 9600 Baud over a 12.5 KHz FCC assigned channel. These units shall also meet the following requirements:

1. Each R.F. assembly shall be capable of operation at full performance specifications between -30 and +60 degrees centigrade with a relative humidity of 95% measured at +40 degrees centigrade.
2. Each R.F. assembly shall operate from a D.C. power system furnished and installed as a part of the overall installation. Battery tapping of 24 volt power systems to obtain 12 volts will not be permitted.
3. Each R.F. assembly shall be enclosed in a sturdy metal housing suitable for mounting on the back plate of the Pump Controller enclosure with stainless steel hardware in such a manner as to permit easy removal of the radio assembly for service and/or replacement.

Antenna systems shall be furnished and installed in accordance with the following specifications and as shown on the drawings. The antennas for all sites shall be heavy duty yagi type meeting the following minimum specifications:

Frequency Range	928 to 960 MHz
Forward Gain	10Dbd
Front-to-Back Ratio	20Db
VSWR	Vertical
Impedance	50 Ohms
Horizontal Beam width	60 Degrees (half power point)
Input Power	50 Watts
Wind Rating	150 MPH Survival (no ice)
Lighting Protection	Direct Ground
Input Connector	Type "N", Female

Mounting brackets shall be steel. All mounting hardware shall be stainless steel. Antennas at sites with wooden support poles shall be installed so that the 2" aluminum mast at the top of the pole extends over the top of the antenna by a minimum of 6". Note: Antenna mast and pole is not required to be furnished with the telemetry system.

Transmission lines shall be Andrew Corporation Heliax Type LDF4-50A 1/2" diameter foam dielectric coaxial cable or approved equal. The coaxial cable shall be encased in a black polyethylene outer jacket. Connection shall be Type "N" male. 100' of coaxial cable is required with each antenna furnished.

Cellular Connection: The radio system shall be capable of communicating with the Jefferson Parish VTSCADA system via a cellular connection.

Radio: Radio equipment shall be GE MDS Orbit LN series. The approved radio devices are listed below.

- MXNCL9CN4G5N1S2FASUNN Orbit MCR LN9 Licensed Narrowband+ 4G LTE US Verizon with GPS, 1 Ethernet 2 Serial

Cellular Antenna: Cellular antenna shall be PCTEL Ground Plane Independent, Low Profile Vertical LTE Antenna, Part Number BMLPVMBLTENGP-VP

Vendor shall coordinate the details of the radio system to be provided with Jefferson Parish prior to purchase.

Note: antenna, antenna mast, external antenna cable and connectors, and pole is not required to be furnished with the telemetry system.

3.7 INSTRUMENTATION

A. Digital Process Meter (Feet): Meter will be installed on Station Control Panel door and used in conjunction with the level transmitter to provide a digital readout to pump station personnel of the sump level reading at the station. Meter will be a digital process meter with the following features: accepts a 4-20 mA signal and displays this signal in engineering units on a digital display; NEMA 4X front panel; Digital process meter shall be Precision Digital Indicator, Model PD765-7R0-00.

3.8 STATION CONTROL PANEL

General: Panel system will incorporate a Station Control Panel with the capability to control the pumps on the electric/diesel drive skid, monitor the activities of the station, and transmit the activities of the station to the Jefferson Parish SCADA System over cellular and FCC licensed radio frequencies. The pumps shall be controlled by intake basin (sump) water level, using a radar level transmitter for the primary controls signal and floats for backup in the following manner:

Local automatic pump control: (All radar and floats shall be supplied by owner) Programmable Logic Controller (PLC) in the pump control panel shall automatically control the pumps based on intake level (sump) measurement utilizing a radar level transmitter measuring the intake water level (primary control) and float switches installed at predetermined elevations in the intake (backup control). Float switches are as follows:

FS1: Low Low Level Cut-Off Float: This float shall stop either pump under all conditions at an intake level just above the pump intake. This float shall backup the Low Level Stop Float.
FS2: Low Level Stop Float: This float shall stop either pump at an intake level just below the set point that the radar level transmitter would command the pump to stop.
FS3: High Level Float: This float shall start either pump at an intake level above the set point that the radar level transmitter would command the pump to stop.

Local manual pump control: Manual control of either the electric or diesel driven pump will be

accomplished from each respective electric and diesel pump control panel. Operators installed on the door of the Station Control Panel shall be utilized to manually control the speed of either pump once either pump has been started from the corresponding electric and diesel pump control panel.

Remote manual pump control: The Station Control Panel will be pre-configured for access to the Jefferson Parish SCADA System so that the SCADA System can be programmed to remotely monitor station activities and start and stop the pumps. SCADA System programming for remote manual pump control will be completed by the OWNER.

3.9 VARIABLE SPEED CONTROLLER

- Each drive unit shall be outfitted with "Electronic Proportional Displacement Control" which will use a 4-20mA signal to control the stroke of the hydraulic piston pump, in tunr, controlling the drainage pump speed. The system shall allow the prime mover (either the electric motor or diesel engine) to operate at a fixed optimum speed to utilized horsepower available. The servo line maximum pressure and maximum stroke shall be factory set and may not be altered.
- The control shall be a 100% solid-state, plug-in module which is housed in the card housing previously specified. Each card shall receive a 2.5- 12.5 volt DC signal as supplied from the control system. The ramp controller shall provide adjustable gain, offset, minimum and maximum speed limit adjustments, differential set points and test points as described below.
- The control panel shall have a separate control panel battery back-up.
- Adjustable Gain - The controller shall allow the 4-20 mA signal output to be continuously positioned over the full output range. The low output limit shall be adjustable from 10% to 100% of the output range. The high output limit shall be adjustable from 100% down to 10% of the output range. The gain therefore is used to continuously adjust the slope of the output line based on the height of the suction pit.
- Offset - The control card shall have provision to allow adjustment of the 4-20 mA output over any portion of the input range.
- Minimum and Maximum Speed Limits - The control card shall have provisions to allow adjustment of the output signal so that a minimum and maximum speed can be selected and set by the Engineer. The minimum/maximum speed adjustments shall adjust the lowest and highest allowable current supplied by the 4-20 mA (max. range) output signal.
- Differential Set Points- Each ramp control shall be provided with a differential set point that senses the 2.5 - 12.5 volt D.C. input signal and provides an adjustable differential output. The differential control shall be used to tum the pump ON and OFF.
- Test points- Each control card shall be provided with edge mounted color coded test points that will allow the engineer to check the operation of the boards without removing the modules from the card housing.

3.10 PANEL CONSTRUCTION:

The control panel shall be housed in a NEMA 4X, 304 stainless steel enclosure and all mounting hardware shall be stainless steel. The enclosure shall have provisions for keyed lock/padlocking the door. The door shall contain the laminated electrical schematics. The control panel shall be UL

Type 4x. The design intention is for one PLC unit in the station control panel, along with the required input/output modules, control all of the pumps' start/stop signaling as well as collect and relay other drainage related data collected at the site. The panel shall include the following components:

SCADAPack PLC with required I/O and communications modules.
Communication equipment for data transmission to SCADA system over cellular and FCC licensed radio frequencies.
Power Supply (12 to 24 VDC)
Digital Display Proportional Valve Drivers
Circuit Protection
Control Relays
Operators and Indicators:
Green "AC Power On" pilot light
Manual-Auto selector switch (one for Electric, one for Diesel Pump)
Red "Pump Running" pilot light (one for Electric, one for Diesel Pump)
Potentiometer for Pump Speed Control (one for Electric, one for Diesel Pump)
Amber "Pump Failure" pilot light
White "Utility Power" available pilot light
Amber "Wet Well Low Low level cut-off" pilot light
Amber "Wet Well High Level alarm" pilot light
Intake (Sump) Level Digital Process Meter

Entries: All conduit/cable entries shall be rated NEMA Type 4x and shall be sealed.

Circuit Breakers: Circuit Breakers utilized shall be Schneider Electric Multi 9 Miniature Circuit Breakers, Part Number M9F42103.

Operators: Operators shall be 30mm, have modular construction and shall have enough luminance to be daylight visible. Contacts shall have compression type screw terminals.

Pilot Lights: Pilot Lights shall be Allen Bradley 800H Series.
Potentiometers: Potentiometers shall be Eaton-Cutler Hammer Part Number 10250T338.

Wiring: All wire sizes shall be taken from the latest edition of the National Electric Code. All wiring within the enclosure shall be neatly routed in wiring ducts. Each conductor shall be permanently marked and colored to match the electrical schematics. All wiring shall be minimum 600 VAC UL type MTW or AWM.

Labels: All major components and sub-assemblies shall be identified as to function with laminated, engraved nameplates.

Cooling: Vendor shall calculate and submit cabinet cooling load required to maintain cabinet interior within recommended operating temperatures of all housed equipment and provide a self-contained side mounted air conditioning unit if required. Exterior ventilation is not permitted.

Lightning/Surge Suppression: A Polyphaser "IS-B50LN-C2" lighting/surge suppressor shall be

included to protect the control equipment from lightning induced surges through the FCC licensed frequency antenna system cable that will be connected to communication components in the panel.

Digital Display Proportional Valve Driver: A Lynch Electronics "LE PS X" Digital Display Proportional Valve Driver shall be included for speed control of the Electric and Diesel Pumps. One valve driver shall be provided for each pump.

Power Supply: A Phoenix Contact 12VDC to 24VDC, 5 Amp, power supply shall be included to convert the 12VDC power source from the diesel engine battery bank to 24VDC for the Station Control Panel power required.

Dry Contact Discrete Inputs: All available existing and new telemetry contacts shall be connected to the PLC. Contacts shall be wired to terminal blocks in the Station Control Panel and from the terminal blocks to the PLC in the Station Control Panel. All wiring shall conform to section, "Electrical General Provisions."

Control Relays: Control Relays shall be 24VDC coil, 10 Amp contact capacity, blade terminal relays with indicator and diode. Relays shall be IDEC RH Series with Sockets.

I/O Relays: I/O Relays shall be 24VDC coil, 6 Amp contact capacity, plug-in miniature relays with indicator. Relays shall be Phoenix Contact Part Number 2966317.

3.11 PLC Controls Settings:

The PLC shall be configured to automatically start/stop the selected station pump (electric/diesel) to maintain intake (sump) level within configured set points.

The PLC shall have SCADA Communications capabilities for data logging to a central server. Logged data shall include:

Pump start/stop times,
Intake level trends,
Any/all system alarms.

Communications shall be accomplished through one of the following options:

Modbus RTU
Modbus TCP

PLC requirements are listed above.

See Appendix 1 for Minimum Inputs and Outputs required in the Station Control Panel.

PART 4 – EXECUTION

4.1 FACTORY ASSEMBLY

The pump along with controls and enclosures shall be assembled at the manufacturer's plant to assure proper fitting and alignment of all parts. Tolerances shall not exceed those specified or shown on the Vendors manufacturing drawings. Rotating elements shall be checked for binding. The suction bell, impeller housing, discharge column and additional piping shall be properly match marked and have their centerlines clearly marked on the outside of all flanges to facilitate erection and alignment in the field. The Vendor shall notify the Owner sufficiently in advance to permit a representative of the Owner to inspect and witness the pump assembly. All parts disassembled for shipment shall be match marked.

4.2 PUMP TESTING

Each pump and hydraulic power transmission system shall be factory pressure tested to maximum design psi for a minimum of 10 minutes at design operating temperatures with every plumbing connection checked for possible leaks. In the event a leak is observed or detected, it shall be repaired and the test be repeated until all leaks are eliminated.

Pumps shall be full size factory tested at the manufacturer's facility in an open sump in a vertical configuration with sufficient capacity for accurate pump testing. Testing shall include but not be limited to design head vs. design capacity and mechanical integrity. All tests shall be in accordance with the Hydraulic Institute Standards 14.6 and performed by a Registered Professional Engineer. The certified field test may be witnessed by a Parish representative. Vendor shall give a two weeks' notice prior conducting certified test. Model test are not acceptable as the actual pumps are not utilized.

Authorized control panel representatives shall be present at pump manufacturer's facility to confirm proper installation and operation as designed during the testing of the first pump.

All final assembly and parts shall be utilized for testing purposes.

After Jefferson Parish installs each pump according to pump manufacturer's recommendation, an on-site test shall be conducted by vendor and witnessed by the Parish Drainage personnel to ensure installation, setup, and operations meet vendor's requirements. All plumbing fittings and hydraulic equipment shall be inspected again for leakage. Should leakage be detected or observed, repairs shall be made by Jefferson Parish as directed by vendor and tests performed again until all leaks or losses are detected and repaired.

Certification by Chief Engineer that manufacturer's pump testing facilities meet all requirements of the Hydraulic Institute Standards.

Specific acknowledgment that all testing shall be conducted in accordance with procedures described in the "Hydraulic Institute Standards" USA

4.3 Installation and Supervision

A. Jefferson Parish will be installing the pumps.
B. The vendor, control panel integrator, and parish shall be present for final inspection and testing of the system and shall make necessary adjustments to the control system prior to actual start up tests. Startup tests and demonstration shall be performed by the pump manufacturer's representative and the Parish representative.

4.4 WARRANTY

A. The entire pump system and controls shall be warranted for 2 years by the manufacturer against defects in material and workmanship, under normal use and service from the date of shipment from the factory as described in the warranty certificate. The vendor shall have a certified shop which must maintain units of equal size and must be able to provide emergency units (within 3 hours from notification of pump failure) if any of the pump should fail during the warranty period and it is estimated down time for repairs is longer than 12 hours. This replacement loaner pump shall be provided at no cost to the Parish. This facility must have a supply of parts on the shelf, which include but not limited to: pump propeller, pump hydraulic motor, quick connection couplings, bearing, hydraulic hose and pipe, programed controller/governor, and hydraulic pump for each size pump.
B. Warranty work shall be on-site at vendor's expense.

4.5 OPERATION AND MAINTENANCE MANUAL / PUMP CURVES

All items shall be furnished at the time of pump delivery.

1. Three (3) sets of operating and maintenance manuals and start up procedures shall be provided to the owner as a hard copy and in pdf format on a CD. Vendor along with pump manufacturer shall train and instruct owner's operator on all equipment.

2. Three (3) copies of certified pump performance curves of each unit will be furnished by manufacturer. The curve shall be stamped as certified (correct) by a Registered Professional Engineer in the state in which the pumps are tested and manufactured. The curve shall show the pump capacity, discharge head, speed, NPSH, and Brake horsepower requirements.

3. Vendor shall supply a complete set of electrical diagrams, and control panel schematics.

4. Vendor shall provide one electronic copy of the electronic control module program for each unit.

4.6 PARTS AND SERVICE

A. Pump vendor shall be in a position to render prompt parts and service at competitive prices and in a timely manner.

B. The pump vendor shall maintain and/or have access to a parts inventory of sufficient size and variety to offer 95% parts availability within 48 hours from the time of order by the customer.

APPENDIX 1 - STATION CONTROL PANEL I/O LIST

DESCRIPTION	POINT TYPE	FROM	TO
LOSS OF UTILITY POWER	DI	ELECTRIC PUMP PANEL (DRY CONTACT)	STATION CONTROL PANEL
ELECTRIC PUMP IN AUTO	DI	ELECTRIC PUMP PANEL (DRY CONTACT)	STATION CONTROL PANEL
ELECTRIC SPEED CONTROL IN AUTO	DI	STATION CONTROL PANEL SELECTOR SWITCH	STATION CONTROL PANEL
ELECTRIC PUMP FAULT	DI	ELECTRIC PUMP PANEL (DRY CONTACT)	STATION CONTROL PANEL
ELECTRIC PUMP RUNNING	DI	ELECTRIC PUMP PANEL (DRY CONTACT)	STATION CONTROL PANEL
DIESEL PUMP IN AUTO	DI	DIESEL PUMP CONTROLLER (DRY CONTACT)	STATION CONTROL PANEL
DIESEL SPEED CONTROL IN AUTO	DI	STATION CONTROL PANEL SELECTOR SWITCH	STATION CONTROL PANEL
DIESEL PUMP RUNNING	DI	DIESEL PUMP CONTROLLER (DRY CONTACT)	STATION CONTROL PANEL
LOW LOW LEVEL	DI	FLOAT SWITCH	STATION CONTROL PANEL
LOW LEVEL (PUMP STOP FLOAT)	DI	FLOAT SWITCH	STATION CONTROL PANEL
HIGH LEVEL (PUMP START FLOAT)	DI	FLOAT SWITCH	STATION CONTROL PANEL
PUMP RUN FLOATS	DI	STATION CONTROL PANEL	STATION CONTROL PANEL
DIESEL PUMP FAULT	DI	DIESEL PUMP CONTROLLER (DRY CONTACT)	STATION CONTROL PANEL
BATTERY CHARGER FAULT	DI	BATTERY CHARGER	STATION CONTROL PANEL
HYDRAULIC OIL LOW LEVEL ALARM	DI	LEVEL SWITCH IN HYDRAULIC OIL TANK	STATION CONTROL PANEL
HYDRAULIC OIL LOW LEVEL SHUTDOWN	DI	LEVEL SWITCH IN HYDRAULIC OIL TANK	STATION CONTROL PANEL
ENGAGE HYDRAULIC PUMP	DI	STATION CONTROL PANEL SELECTOR SWITCH	STATION CONTROL PANEL
DISENGAGE HYDRAULIC PUMP	DI	STATION CONTROL PANEL SELECTOR SWITCH	STATION CONTROL PANEL
ELECTRIC PUMP RUN COMMAND	DO	STATION CONTROL PANEL	ELECTRIC PUMP PANEL
DIESEL PUMP RUN COMMAND	DO	STATION CONTROL PANEL	DIESEL PUMP CONTROLLER
PUMP COMMANDED PLC	DO	STATION CONTROL PANEL	STATION CONTROL PANEL PILOT LIGHT
ELECTRIC PUMP RUNNING	DO	STATION CONTROL PANEL	STATION CONTROL PANEL PILOT LIGHT
DIESEL PUMP RUNNING	DO	STATION CONTROL PANEL	STATION CONTROL PANEL PILOT LIGHT
PUMP CALL FLOATS	DO	STATION CONTROL PANEL	STATION CONTROL PANEL PILOT LIGHT

AC POWER AVAILABLE	DO	STATION CONTROL PANEL	STATION CONTROL PANEL PILOT LIGHT
ENGAGE HYDRAULIC PUMP SOLENOID	DO	STATION CONTROL PANEL	HYDRAULIC PUMP SOLENOID
ELECTRIC RUN TIME	DO	STATION CONTROL PANEL	STATION CONTROL PANEL HOUR METER
DIESEL RUN TIME	DO	STATION CONTROL PANEL	STATION CONTROL PANEL HOUR METER
INTAKE (SUMP) LEVEL	AI	RADAR LEVEL TRANSMITTER	STATION CONTROL PANEL
FUEL LEVEL	AI	FUEL TANK CONTINUOUS LEVEL SWITCH	STATION CONTROL PANEL
ENGINE BATTERY VOLTAGE	AI	ENGINE BATTERY BANK	STATION CONTROL PANEL
ELECTRIC PUMP COMMANDED SPEED	AO	STATION CONTROL PANEL VALVE DRIVER	VARIABLE DISPLACEMENT HYDRAULIC PUMP
DIESEL PUMP COMMANDED SPEED	AO	STATION CONTROL PANEL VALVE DRIVER	VARIABLE DISPLACEMENT HYDRAULIC PUMP
INTAKE (SUMP) LEVEL LOCAL DISPLAY	AO	STATION CONTROL PANEL	STATION CONTROL PANEL DIGITAL PROCESS METER

DATE: 11/25/2020

BID NO.: 50-00132814

INVITATION TO BID
THIS IS NOT AN ORDER

JEFFERSON PARISH

PURCHASING DEPARTMENT
P.O. BOX 9
GRETNA, LA. 70054-0009
504-364-2678

BUYER: MOVALLE@jeffparish.net

BIDS WILL BE RECEIVED ONLINE VIA WWW.JEFFPARISHBIDS.NET UNTIL 2:00 PM, 12/10/2020 AND PUBLICLY OPENED THEREAFTER IN THE WEST BANK PURCHASING DEPT, SUITE 4400, JEFFERSON PARISH GENERAL GOVERNMENT BUILDING, 200 DERBIGNY STREET, GRETNA, LA 70053 AND VIA TELECONFERENCE (DIAL-IN AT (504) 323-1800, MEETING ID: 181357) At no charge, bidders are to submit via Jefferson Parish's electronic procurement page by visiting www.jeffparishbids.net to register for this free site. Additional instructions are included in the text box highlighting electronic procurement.

LATE BIDS WILL NOT BE ACCEPTED

NOTE: ONLY BIDS WRITTEN IN INK OR TYPEWRITTEN, AND PROPERLY SIGNED BY A MEMBER OF THE FIRM OR AUTHORIZED REPRESENTATIVE, WILL BE ACCEPTED. PENCIL AND/OR PHOTOSTATIC FIGURES OR SIGNATURES SHALL RESULT IN BID REJECTION. HOWEVER, ELECTRONIC SIGNATURES AS DEFINED IN LSA - R.S. 9:2620(8) ARE ACCEPTABLE. SIGNATURE MUST BE A SECURED DIGITAL SIGNATURE.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

THE FOLLOWING INSTRUCTIONS APPLY TO ALL BIDS

All bids submitted are subject to these instructions and general conditions and any special conditions and specifications contained herein, all of which are made part of this bid proposal reference. By submitting a bid, vendor agrees to comply with all provisions of Louisiana Law as well be in compliance with the Jefferson Parish Code of Ordinances, Louisiana Code of Ethics, applicable Jefferson Parish ethical standards and Jefferson Parish Resolution No. 113646 and/or Resolution No. 113647 as amended.

Jefferson Parish adheres to the Louisiana Code of Governmental Ethics, contained in Louisiana Revised Statutes Annotated, R.S. 42:1101, et seq. Vendor/Proposer by this submission, warrants that there are no "conflicts of interest" related to this procurement that would violate applicable Louisiana Law. Violation of the Louisiana Code of Governmental Ethics may result in rescission of contract, permit or licenses, and the imposition of fines and/or penalties, without contractual liability to the public in accordance with applicable law.

All vendors submitting bids should register as a Jefferson Parish vendor if not already yet registered. Registration forms may be downloaded from http://purchasing.jeffparish.net and by clicking on Vendor Information. Current W-9 forms with respective Tax Identification numbers and vendor applications may be submitted at any time; however, if your company is not registered and/or a current W-9 form is not on file, vendor registration is mandatory. Vendors may experience a delay in payment if your company is not a registered vendor with Jefferson Parish.

All quotations shall be based on F.O.B. Agency warehouse or job site, anywhere within the Parish as designated by the Purchasing Department. This provision does not apply to public works projects

JEFFERSON PARISH requires all products to be new (current) and all work must be performed according to standard practices for the project. Unless otherwise specified, no aftermarket parts will be accepted. Unless otherwise specified, all workmanship and materials must have at least one (1) year guaranty, in writing, from the date of delivery and/or acceptance of the project. Any deviations or alterations from the specifications must be indicated and/or supporting documentation supplied with bid submission.

Bidders should submit all questions in writing via email to the buyer's email address as indicated above, no later than Five (5) working days prior to the bid opening. Bid numbers should be mentioned in all requests. If submitting online, vendors may send questions via the E-Procurement site no later than Five (5) working days prior to the bid opening.

If this bid requires a pre-bid conference (see Additional Requirements section), bidders are advised that such conference will be held to allow bidders the opportunity to identify any discrepancies in the bid specifications and seek further clarification regarding instructions. The Purchasing Department will issue a written response to bidders' questions in the form of an Addendum. Please note that all official communication will be expressed in the form of an addendum.

All formal Addenda require written acknowledgement on the bid form by the bidder. Failure to acknowledge an Addendum on the bid form shall cause the bid to be rejected. JEFFERSON PARISH reserves the right to award bid to next lowest responsive and responsible bidder in this event.

JEFFERSON PARISH will accept one price for each item unless otherwise indicated. Two or more prices for one item will result in bid rejection. Bidders are required to complete, sign and return the bid form and/or complete and return the associated line item pricing forms as indicated. Vendors must not alter the bid forms. Doing so will cause the bid to be rejected.

A corporate resolution or written evidence of the individual signing the bid having such authority must be submitted with the bid. Failure to comply will cause bid to be rejected. For corporate entities, such written evidence may be a printout of the Louisiana Secretary of State's website listing the signatory as an officer. Such printout shall be included with the bid submission. Bids submitted by Owners or Sole Proprietorships must include certification that he or she owns the entity for which the bid is signed. This documentation must be submitted with the bid. Failure to do so will result in bid rejection.

NOTE: A sample corporate resolution can be downloaded from our website http://purchasing.jeffparish.net or you may provide your own document. A sample certification of sole proprietorship can also be downloaded from our website http://purchasing.jeffparish.net or you may provide your own document.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

A. AWARD OF CONTRACT: JEFFERSON PARISH reserves the right to award contracts or place orders on a lump sum or individual item basis, or such combination, as shall in its judgment be in the best interest of JEFFERSON PARISH. Every contract or order shall be awarded to the LOWEST RESPONSIVE and RESPONSIBLE BIDDER, taking into consideration the CONFORMITY WITH THE SPECIFICATIONS and the DELIVERY AND/OR COMPLETION DATE. SPLIT AWARDS MADE TO SEVERAL VENDORS WILL ONLY BE GRANTED TO THOSE DEEMED RESPONSIVE AND RESPONSIBLE.

All bid prices shall remain valid for 45 days. Jefferson Parish and the lowest responsive and responsible bidder(s) by mutual written consent may mutually agree to extend the deadline for award by one (1) or more extensions of thirty (30) calendar days.

PROTESTS: Only those vendors that submit bids in response to this solicitation may protest any element of the procurement, in writing to the Director of the Purchasing Department. Written protest must be received within 48 hours of the release of the bid tabulation by the Purchasing Department. After consultation, the Parish Attorney's Office will then respond to protests in writing. (For more information, please see Chapter 2, Article VII, Division 2, Sec. 2-914.1 of the Jefferson Parish Code of Ordinances.)

PREFERENCE: Unless federal funding is directly spent by Jefferson Parish for this purchase, preference is hereby given to materials, supplies, and provisions produced, manufactured or grown in Louisiana, quality being equal to articles offered by competitors outside the state. "LSA – R.S. 38:2251-2261"

B. USE OF BRAND NAMES AND STOCK NUMBERS: Where brand names and stock numbers are specified, it is for the purpose of establishing certain minimum standards of quality. Bids may be submitted for products of equal quality, provided brand names and stock numbers are specified. Complete product data may be required prior to award.

C. CANCELLATION OF CONTRACT: JEFFERSON PARISH reserves the right to cancel all or any part if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel any contract at anytime and for any reason by issuing a THIRTY (30) day written notice to the contractor.

For good cause and as consideration for executing a contract with Jefferson Parish, vendor conveys, sells, assigns and transfers to Jefferson Parish or its assigns all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Louisiana, relating to the particular good or services purchased or acquired by Jefferson Parish.

D. PRICES: Jefferson Parish is exempt from paying sales tax under LSA-R.S. 47:301 (8)(c). All prices for purchases by Jefferson Parish of supplies and materials shall be quoted in the unit of measure specified and unless otherwise specified, shall be exclusive of state and local taxes. The price quoted for work shall be stated in figures. In the event there is a difference in unit prices and totals, the unit price shall prevail.

Quantities listed are for bidding purposes only. Actual requirements may be more or less than quantities listed.

Bidders are not to exclude from participation in, deny the benefits of, or subject to discrimination under any program or activity, any person in the United States on the grounds of race, color, national origin, or sex; nor discriminate on the basis of age under the Age Discrimination Act of 1975, or with respect to an otherwise qualified handicapped individual as provided in Section 504 of the Rehabilitation Act of 1973, or on the basis of religion, except that any exemption from such prohibition against discrimination on the basis of religion as provided in the Civil Rights Act of 1964, or Title VI and VII of the Act of April 11, 1968, shall also apply. This assurance includes compliance with the administrative requirements of the Revenue Sharing final handicapped discrimination provisions contained in Section 51.55 (c), (d), (e), and (k)(5) of the Regulations. New construction or renovation projects must comply with Section 504 of the 1973 Rehabilitation Act, as amended, in accordance with the American National Standard Institute's specifications (ANSI A17.1-1961).

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

Jefferson Parish and its partners as the recipients of federal funds are fully committed to awarding a contract(s) to firm(s) that will provide high quality services and that are dedicated to diversity and to containing costs. Thus, Jefferson Parish strongly encourages the involvement of minority and/or woman-owned business enterprises (DBE's, including MBE's, WBE's and SBE's) to stimulate participation in procurement and assistance programs.

The purpose and intention of this invitation to bid is to afford all suppliers an equal opportunity to bid on all construction, maintenance, repair, operating supplies and/or equipment listed in this bid proposal. JEFFERSON PARISH WILL ACCEPT ONE BID ONLY FROM EACH VENDOR. Items bid must meet specifications.

Advertised bids will be tabulated and a copy of the tabulation will be forwarded to each responding bidder.

IN ACCORDANCE WITH STATE REGULATIONS JEFFERSON PARISH OFFERS ELECTRONIC PROCUREMENT TO ALL VENDORS

This electronic procurement system allows vendors the convenience of reviewing and submitting bids online. This is a secure site and authorized personnel have limited read access only. Bidders are to submit electronically using this free service; while the website accepts various file types, one single PDF file containing all appropriate and required bid documents is preferred. Bidders submitting uploaded images of bid responses are solely responsible for clarity. If uploaded images/documents are not legible, then bidder's submission will be rejected. Please note all requirements contained in this bid package for electronic bid submission.

Please visit our E-Procurement Page at www.jeffparishbids.net to register and view Jefferson Parish solicitations. For more information, please visit the Purchasing Department page at http://purchasing.jeffparish.net.

The general specifications for construction projects and the purchase of materials, services and/or supplies are those adopted by the JEFFERSON PARISH Council by Resolution No. 113646 or 113647 as amended. The general conditions adopted by this resolution shall be considered as much a part of this document as if they were written wholly herein. A copy may be obtained from the Office of the Parish Clerk, Suite 6700, Jefferson Parish General Government Building, 200 Derbigny Street, Gretna, LA 70053. You may also obtain a copy by visiting the Purchasing Department webpage at http://purchasing.jeffparish.net and clicking on Online Forms.

ADDITIONAL REQUIREMENTS FOR THIS BID

PLEASE MATCH THE NUMBERS PRINTED IN THIS BOX WITH THE CORRESPONDING INSTRUCTIONS BELOW.

10,13,15

1. All bidders must attend the MANDATORY pre-bid conference and will be required to sign in and out as evidence of attendance. In accordance with LSA R.S. 38:2212(I), all prospective bidders shall be present at the beginning of the MANDATORY pre-bid conference and shall remain in attendance for the duration of the conference. Any prospective bidder who fails to attend the conference or remain for the duration shall be prohibited from submitting a bid for the project.

2. Attendance to this pre-bid conference is optional. However, failure to attend the pre-bid conference shall not relieve the bidder of responsibility for information discussed at the conference. Furthermore, failure to attend the pre-bid conference and inspection does not relieve the successful bidder from the necessity of furnishing materials or performing any work that may be required to complete the work in accordance with the specification with no additional cost to the owner.

3. Contractor must hold current applicable JEFFERSON PARISH licenses with the Department of Inspection and Code Enforcement. Contractor shall obtain any and all permits required by the JEFFERSON PARISH Department of Inspection and Code Enforcement. The contractor shall be responsible for the payment of these permits. All permits must be obtained prior to the start of the project. Contractor must also hold any and all applicable Federal and State licenses. Contractor shall be responsible for the payment of these permits and shall obtain them prior to the start of the project.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

4. A LA State Contractor's License will be required in accordance with LSA R.S. 37-2150 et. seq. and such license number will be shown on the outside of the bid electronic envelope. Failure to comply will cause the bid to be rejected. When submitting the bid electronically, the license number must be entered in the appropriate field in the electronic procurement system. Failure to comply will cause the bid to be rejected.

5. It is the bidder's responsibility to visit the job site and evaluate the job before submitting a bid.

6. Job site must be clean and free of all litter and debris daily and upon completion of the contract. Passageways must be kept clean and free of material, equipment, and debris at all times. Flammable material must be removed from the job site daily because storage will not be permitted on the premises. Precaution must be exercised at all times to safeguard the welfare of JEFFERSON PARISH and the general public.

7. PUBLIC WORKS BIDS: All awards for public works in excess of $5,000.00 will be reduced to a formal contract which shall be recorded at the contractor's expense with the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. A price list of recordation costs may be obtained from the Clerk of Court and Ex-Officio Recorder of Mortgages for the Parish of Jefferson. All awards in excess of $25,000.00 will require both a performance and a payment bond. Unless otherwise stated in the bid specifications, the performance bond requirements shall be 100% of the contract price. Unless otherwise state in the bid specifications, the payment bond requirements shall be 100% of the contract price. Both bonds shall be supplied at the signing of the contract.

8. NON-PUBLIC WORKS BIDS: A performance bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The performance bond shall be supplied at the signing of the contract.

9. NON-PUBLIC WORKS BIDS: A payment bond will be required for this bid. The amount of the bond will be 100% of the contract price unless otherwise indicated in the specifications. The payment bond shall be supplied at the signing of the contract.

10. All bidders must comply with the requirements stated in the attached "Standard Insurance Requirements" sheet attached to this bid solicitation. Failure to comply with this instruction will result in bid rejection.

11. A bid bond will be required with bid submission in the amount of 5% of the total bid, unless otherwise stated in the bid specifications. All sureties must be in original format (no copies) When submitting a bid online, vendors must submit an electronic bid bond through the respective online clearinghouse bond management system(s) as indicated in the electronic bid solicitation on Central Auction House. No scanned paper copies of any bid bond will be accepted as part of the electronic bid submission.

12. This is a requirements contract to be provided on an as needed basis. JEFFERSON PARISH makes no representations on warranties with regard to minimum guaranteed quantities unless otherwise stated in the bid specifications.

13. Freight charges should be included in total cost when quoting. If not quoted FOB DELIVERED, freight must be quoted as a separate item. Bid may be rejected if not quoted FOB DELIVERED or if freight charges are not indicated on bid form.

14. PUBLIC WORKS BIDS - Completed, Signed and Properly Notarized Affidavits Required; This applies to all solicitations for construction, alteration or demolition of public buildings or projects, in conformity with the provisions contained in LSA-RS 38:2212.9, LSA-RS 38:2212.10, LSA-RS 38:2224, and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Conviction Affidavit, Non-Collusion Affidavit, Campaign Contribution Affidavit, Debt Disclosures Affidavit and E-Verify Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

INSTRUCTIONS FOR BIDDERS AND GENERAL CONDITIONS

15. NON PUBLIC WORK BIDS - Completed, Signed and Properly Notarized Affidavits Required in conformity with the provisions contained in LSA – RS 38:2224 and Sec 2-923.1 of the Jefferson Parish Code of Ordinances. For bidding purposes, all bidders must submit with bid submission COMPLETED, SIGNED and PROPERLY NOTARIZED Affidavits, including: Non-Collusion Affidavit, Debt Disclosures Affidavit and Campaign Contribution Affidavit. For the convenience of vendors, all affidavits have been combined into one form entitled NON PUBLIC WORKS BID AFFIDAVIT. This affidavit must be submitted in its original format, and without material alteration, in order to be compliant and for the bid to be considered responsive. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid, however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

16. The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement and/or Federal funding/reimbursement. As such, the referenced appendix will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed and submitted with bid submission. Failure to submit applicable certifications with bid submission will result in bid rejection.

17. For this project, the Contractor shall not pay any state or local sales or use taxes on materials and equipment which are affixed and made part of the immovable property of the project or which is permanently incorporated in the project (hereinafter referred to as "applicable materials and equipment."). All purchases of applicable materials or equipment shall be made by the contractor on behalf of and as the agent of Jefferson Parish (Owner), a political subdivision of the State of Louisiana. No state and local sales and use taxes are owed on applicable materials and equipment under the provisions of Act 1029 of the 1991 Regular Session - Louisiana Revised Statute 47:301(8)(c). Owner will furnish to contractor a certificate form which certifies that Owner is not required to pay such state or local sales and use taxes, and contractor shall furnish a copy of such certificate to all vendors or suppliers of the applicable materials and equipment, and report to Owner the amount of taxes not incurred.

It shall be the duty of every parish officer, employee, department, agency, special district, board, and commission: and the duty of every contractor, subcontractor, and licensee of the parish, and the duty of every applicant for certification of eligibility for a parish contract or program, to cooperate with the Inspector General in any investigation, audit, inspection, performance review, or hearing pursuant to JPCO 2-155.10(19). By signing this document, every corporation, partnership, or person contracting with PARISH, whether by cooperative endeavor, intergovernmental agreement, bid, proposal, application or solicitation for a parish contract, and every application for certification of eligibility for a parish contract or program, attests that it understands and will abide by all provisions of JPCO 2-155.10.

See Page 1 for Conflicts of Interest Statement

BID NO.: 50-00132814

BID FORM

Non Public Works

All Public Work Projects are required to use the Louisiana Uniform Public Work Bid Form

All prices must be held firm unless an escalation provision is requested in this bid. Jefferson Parish will allow one escalation during the term of the contract, which may not exceed the U.S. Bureau of Labor Statistics National Index for all Urban Consumers, unadjusted 12 month figure. The most recently published figure issued at the time an adjustment is requested will be used. A request must be made in writing by the vendor, and the escalation will only be applied to purchases made after the request is made.

Are you requesting an escalation provision?

YES _____ NO _____

MAXIMUM ESCALATION PERCENTAGE REQUESTED _____%

INITIAL BID PRICES WILL REMAIN FIRM THROUGH THE DATE OF _____.

For the purposes of comparison of bids when an escalation provision is requested, Jefferson Parish will apply the maximum escalation percentage quoted by the bidder to the period to which it is applied in the bid. The initial price and the escalation will be used to calculate the total bid price. It will be assumed,for comparison of prices only, that an equal amount of material or labor is purchased each month throughout the entire contract.

DELIVERY: FOB JEFFERSON PARISH

INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES _____

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) _____

THIS SECTION MUST BE COMPLETED BY BIDDER:

FIRM NAME: _____

ADDRESS: _____

CITY, STATE: _____ ZIP: _____

TELEPHONE: ( ) _____ FAX: ( ) _____

EMAIL ADDRESS: _____

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form.Bidder must acknowledge receipt of an addendum on the bid form by placing the addendum number as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: _____

NUMBER: _____

NUMBER: _____

NUMBER: _____

TOTAL PRICE OF ALL BID ITEMS: $ _____

AUTHORIZED SIGNATURE: _____ _____

Printed Name

TITLE: _____

SIGNING INDICATES YOU HAVE READ AND COMPLY WITH THE INSTRUCTIONS AND CONDITIONS.

NOTE: All bids should be returned with the BID NUMBER and BID OPENING DATE indicated on the outside of the envelope submitted to the Purchasing Department.

INVITATION TO BID FROM JEFFERSON PARISH - continued

BID NO.: 50-00132814

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			ONE-TIME PURCHASE OF ALL STATIONARY EMERGENCY STANDBY FLOOD CONTROL PUMPING EQUIPMENT FOR THE LAFITTE AREA FOR THE JEFFERSON PARISH DEPARTMENT OF DRAINAGE		
1	3.00	EA	0010 - 16" Pump Package One (1) time purchase as specified in attached specifications.		
2	3.00	EA	0020 - 24" Pump Package One (1) time purchase as specified in attached specifications.		

CORPORATE RESOLUTION

EXCERPT FROM MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF

_____

INCORPORATED.

AT THE MEETING OF DIRECTORS OF _____
INCORPORATED, DULY NOTICED AND HELD ON _____,
A QUORUM BEING THERE PRESENT, ON MOTION DULY MADE AND SECONDED. IT WAS:

RESOLVED THAT _____, BE AND IS HEREBY APPOINTED, CONSTITUTED AND DESIGNATED AS AGENT AND ATTORNEY-IN-FACT OF THE CORPORATION WITH FULL POWER AND AUTHORITY TO ACT ON BEHALF OF THIS CORPORATION IN ALL NEGOTIATIONS, BIDDING, CONCERNS AND TRANSACTIONS WITH THE PARISH OF JEFFERSON OR ANY OF ITS AGENCIES, DEPARTMENTS, EMPLOYEES OR AGENTS, INCLUDING BUT NOT LIMITED TO, THE EXECUTION OF ALL BIDS, PAPERS, DOCUMENTS, AFFIDAVITS, BONDS, SURETIES, CONTRACTS AND ACTS AND TO RECEIVE ALL PURCHASE ORDERS AND NOTICES ISSUED PURSUANT TO THE PROVISIONS OF ANY SUCH BID OR CONTRACT, THIS CORPORATION HEREBY RATIFYING, APPROVING, CONFIRMING, AND ACCEPTING EACH AND EVERY SUCH ACT PERFORMED BY SAID AGENT AND ATTORNEY-IN-FACT.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE AND CORRECT COPY OF AN EXCERPT OF THE MINUTES OF THE ABOVE DATED MEETING OF THE BOARD OF DIRECTORS OF SAID CORPORATION, AND THE SAME HAS NOT BEEN REVOKED OR RESCINDED.

_____
SECRETARY-TREASURER

_____
DATE

Non-Public Works Bid
Affidavit Instructions

- **Affidavit is supplied as a courtesy to Affiants, but it is the responsibility of the affiant to insure the affidavit they submit to Jefferson Parish complies, in both form and content, with federal, state and parish laws.**
- **Affidavit must be signed by an authorized representative of the entity or the affidavit will not be accepted.**
- **Affidavit must be notarized or the affidavit will not be accepted.**
- **Notary must sign name, print name, and include bar/notary number, or the affidavit will not be accepted.**
- **Affiant MUST select either A or B when required or the affidavit will not be accepted.**
- **Affiants who select choice A must include an attachment or the affidavit will not be accepted.**
- **If both choice A and B are selected, the affidavit will not be accepted.**
- **Affidavit marked N/A will not be accepted.**
- **It is the responsibility of the Affiant to submit a new affidavit if any additional campaign contributions are made after the affidavit is executed but prior to the time the council acts on the matter.**

Instruction sheet may be omitted when submitting the affidavit

Non-Public Works Bid

AFFIDAVIT

STATE OF _____

PARISH/COUNTY OF _____

BEFORE ME, the undersigned authority, personally came and appeared: _____

_____, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized _____ of _____ (Entity), the party who submitted a bid in response to Bid Number _____, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B _____ there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B _____ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[*The remainder of this page is intentionally left blank.*]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

_____
Signature of Affiant

_____
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME
ON THE _____ DAY OF _____, 20___.

_____
Notary Public

_____
Printed Name of Notary

_____
Notary/Bar Roll Number

My commission expires _____.

STANDARD INSURANCE REQUIREMENTS FOR BIDDING PURPOSES

All required insurance under this bid shall conform to Jefferson Parish Resolution No. 113646 or No. 113647, as applicable. Contractors may not commence any work under any ensuing contract unless and until all required insurance and associated evidentiary requirements thereto have been met, along with any additional specifications contained in the **Invitation to Bid**. Except as where otherwise precluded by law, the Parish Attorney or his designee, with the concurrence of the Director of Risk Management or his designee, may agree on a case-by-case basis, to deviate from Jefferson Parish's standard insurance requirements, as provided in this Section. Vendors requesting deviation therefrom shall submit such requests in writing, along with compelling substantiation, to the Purchasing Department prior to the bid's due date. Any changes to the insurance requirements will be reflected in the bid specifications and addenda. Prior to contract execution and at all times thereafter during the term of such contract, contractors must provide and continuously maintain all coverages as required by the foregoing Resolutions, and the contract documents. Failure to do so shall be grounds for suspension, discontinuation or termination of the contract.

For bidding purposes, bidders must submit with bid submission a current (valid) insurance certificate evidencing the required coverages. Failure to comply will cause bid to be rejected. The current insurance certificate will be used for proof of insurance at time of evaluation. Thereafter, and prior to contract execution, the low bidder will be required to provide final insurance certificates to the Parish which shall name **the Jefferson Parish, its Districts Departments and Agencies under the direction of the Parish President and the Parish Council** as additional insureds regarding negligence by the contractor for the Commercial General Liability and the Comprehensive Automobile Liability policies. Additionally, said certificates should reflect the name of the Parish Department receiving goods and services and reference the respective Jefferson Parish bid number.

JEFFERSON PARISH REQUIRED STANDARD INSURANCE

☑ **WORKER'S COMPENSATION INSURANCE**

As required by Louisiana State Statute, exception; Employer's Liability, Section B shall be $1,000,000 per occurrence when Work is to be over water and involves maritime exposures to cover all employees not covered under the State Worker's Compensation Act, otherwise this limit shall be no less than $500,000 per occurrence.

Note: If your company is not required by law to carry workmen's compensation insurance, i.e. not a Louisiana company, sole employee of the company, then bidders must request a workmen's compensation insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being

rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

☑ **COMMERCIAL GENERAL LIABILITY**

Shall provide limits not less than the following: $1,000,000.00 Combined Single Limit per Occurrence for bodily injury and property damage.

☑ **COMPREHENSIVE AUTOMOBILE LIABILITY**

Bodily injury liability $1,000,000.00 each person; $1,000,000.00 each occurrence. Property Damage Liability $1,000,000.00 each occurrence.

Note: This category may be omitted if bidders do not/will not utilize company vehicles for the project or do not possess company vehicles. Bidder must request an automobile insurance declaration affidavit prior to the bid opening date. This insurance declaration affidavit must be fully completed, signed, properly notarized and submitted with the bid. A scanned copy of the completed, signed and properly notarized affidavit may be submitted with the bid; however, the successful bidder must submit the original affidavit in its original format and without material alteration upon contract execution. Failure to comply will result in the bid submission being rejected as non-responsive. The Parish reserves the right to award bid to the next lowest responsive and responsible bidder in this event.

DEDUCTIBLES - The Parish Attorney with concurrence of the Director of Risk Management have waived the deductible section of the Terms and Conditions for all Invitations to Bid, until further notice.

UMBRELLA LIABILITY COVERAGE
An umbrella policy or excess may be used to meet minimum requirements.

FOR CONSTRUCTION AND RENOVATION PROJECTS:
The following are required if selected below. Such insurance is due upon contract execution.

☐ **OWNER'S PROTECTIVE LIABILITY**

To be for the same limits of liability for bodily injury and property damage liability established for commercial general liability.

☐ **BUILDER'S RISK INSURANCE**

The contractor shall maintain Builder's Risk Insurance at his own expense to insure both the owner (Parish of Jefferson) and contractor as their interest may appear.